



Carlson Building Maintenance

PTO Form

09-08-2025

PTO Form

Employee name: Deborah -Sanchez

Employee number: 15355

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 08-21-2025 To: 08-22-2025

Number of hours 7.0

Manager Approval

☒ Approval

Comments:

this EE call sick on this and they want to used the PTO call out for sock

Manager Signature

09-08-2025

Date